

**Agenda for a Regular Meeting of the  
Finance Committee of the Common Council of the City of Hudson**  
Monday, February 25, 2019  
6:30 p.m.  
Council Chambers of City Hall, 505 Third Street

1. Call to Order
2. Discussion and Possible Action on Minutes from February 4, 2019
3. Discussion and Possible Action on Claims from February 25, 2019
4. Discussion and Possible Action on Regular Operators Licenses
5. Discussion and Possible Action on Temporary Beer/Wine license for the Hudson Rotary Club for May 23, 2019
6. Discussion and Possible Action on Temporary Beer/Wine license for the Hudson Hockey Association for March 30, 2019
7. Discussion and Possible Action on Vehicle Lease for Hudson Fire Department
8. Discussion and Possible Action on appointment of Interim Finance Director
9. Discussion and Possible Action on Dive Team finances
10. Items for Future Agendas
11. Adjournment

Rich O'Connor, Mayor

Posted in City Hall lobbies and emailed to Hudson Star 2-22-2019

Some agenda items may be taken up earlier in the meeting, or in a different order than listed. Upon reasonable notice, an interpreter or other auxiliary aids will be provided at the meeting to accommodate the needs of the public. Please contact the City Clerk at 715-386-4765, ext. 140.

Notice is hereby given that a majority of the Common Council of the City of Hudson, Wisconsin, may be present at the foregoing meeting. This may constitute a meeting of the Common Council pursuant to *State ex. Rel. Badke v. Greendale Village Board*, 174 Wis.2d 553, 494 N.W.2d 408 (1993), although the Council will not take any formal action at this meeting.

FINANCE COMMITTEE MEETING OF THE COMMON COUNCIL  
CITY OF HUDSON, WISCONSIN  
MONDAY, FEBRUARY 4, 2019

UNAPPROVED

Meeting called to order by Mayor O'Connor at 6:30 pm.

PRESENT: Mayor Rich O'Connor. Alderpersons Bill Alms, Joyce Hall, and Randy Morrisette II.

ABSENT: None

OTHERS PRESENT: Cathy Munkittrick, Devin Willi, Sarah Atkins Hoggatt, Mike Johnson, Mike Mroz, Jennifer Rogers, Geoff Willems, and others.

MINUTES: MOTION by Hall, second by Alms, to approve the Regular Meeting Minutes of January 21, 2019. Ayes (4). MOTION CARRIED.

CLAIMS: MOTION by Morrisette, second by Hall, to recommend the payment of the following claims:

	<b>Fund</b>	<b>A/P Amounts</b>	<b>P/R Amounts</b>	<b>Totals</b>
100	General	691,778.76	121,841.21	813,619.97
220	Stormwater MS-4	0.00	36.48	36.48
415	Tid 1-5	2,465.00		2,465.00
416	Tid 1-6	3,851.79		3,851.79
451	2017 & 2018 Cap Projects	4,037.00		4,037.00
620	Parking	7,566.62	1,332.31	8,898.93
630	Ambulance	43,156.59	19,876.52	63,033.11
640	Storm Sewer	3,942.62	305.24	4,247.86
	<b>Totals</b>	<b>\$756,798.38</b>	<b>\$ 143,391.76</b>	<b>\$900,190.14</b>

Ayes (4). MOTION CARRIED.

2019 TANDEM DUMP BOX: MOTION by Morrisette, second by Alms to recommend accepting the bid from Universal Truck Equipment in the amount of \$116,892 for the purchase of the 2019 Tandem Dump Box and accessories. Funding is the 2019 Capital Projects. Ayes (4). MOTION CARRIED.

2019 TANDEM DUMP TRUCK CAB AND CHASSIS: MOTION by Alms, second by Hall to recommend accepting the bid from Nuss Truck and Equipment in the amount of \$76,979 for the purchase of the 2019 Mack cab and chassis. Funding is the 2019 Capital Projects. Ayes (4). MOTION CARRIED.

COULEE ROAD RETAINING WALL PROJECT: MOTION by Morrisette, second by Alms to recommend award the bid for the Coulee Road Retaining Wall project to Willow River Company, LLC in the amount of \$72,700. Funding is 2019 Capital Projects for \$70,000(\$10,000 is sidewalk replacement) and Stormwater Utility Funds for \$2,244. Ayes (4). MOTION CARRIED.

FINANCE COMMITTEE MEETING OF THE COMMON COUNCIL  
CITY OF HUDSON, WISCONSIN  
MONDAY, FEBRUARY 4, 2019

GIS UPDATES AND HARD COPY MAP: MOTION by Alms, second by Hall to recommend approving the LOE with S.E.H. for the updates to the GIS management program in the amount of \$27,711 including hard copy maps. Funding is Water Utility (\$13,004), Sanitary Sewer Utility (\$5,466), and Storm Sewer Utility (\$9,241). Ayes (4). MOTION CARRIED.

PORTABLE RADIOS FOR POLICE DEPARTMENT: MOTION by Morrisette, second by Hall to recommend approving the bid from Motorola Solutions for the police portable radios purchase in the amount of \$65,514.15. Funding is the 2019 Capital Projects. Ayes (4). MOTION CARRIED.

ITEMS FOR FUTURE AGENDAS: Morrisette would like a dive team expenditure presentation and to review the engineering contracts at the next meeting.

ADJOURNMENT: MOTION by Alms, second by Hall, to adjourn at 6:41 p.m. Ayes (4). MOTION CARRIED.

Brenda L Malinowski  
Finance Director

COUNCIL CLAIMS - February 25, 2019

<b>Fund</b>		<b>A/P Amounts</b>	<b>P/R Amounts</b>	<b>Totals</b>
100	General	701,580.25	217,961.61	919,541.86
220	Stormwater MS-4	2,287.55	54.24	2,341.79
235	Room Tax & Comm Subs	40,712.26		40,712.26
290	Police Donations	3,500.00		3,500.00
415	Tid 1-5	2,320.00		2,320.00
416	Tid 1-6	4,773.13		4,773.13
450	Capital Projects	19,900.00		19,900.00
451	2017 & 2018 Cap Projects	24,710.00		24,710.00
452	2019 & 2020 Cap Projects	73,034.98		73,034.98
620	Parking	9,357.18	3,167.04	12,524.22
630	Ambulance	17,883.26	42,832.75	60,716.01
640	Storm Sewer	16,426.14	163.98	16,590.12
860	Tax Agency	12,570,380.75		12,570,380.75
	<b>Totals</b>	<b>\$ 13,486,865.50</b>	<b>\$ 264,179.62</b>	<b>\$ 13,751,045.12</b>



SUBMITTED TO: Finance/Common Council

DATE: February 25, 2019

SUBMITTED BY: Karen Duchow, Deputy Clerk

REGARDING: Application(s) for Operator's Licenses

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**ISSUE:**

Applications for Operator's Licenses are on file at the City Clerk's office and are available for inspection upon request. If approved by Council, the licenses will be issued contingent upon successful completion of a background check and payment of any outstanding debt owed to the City.

**STAFF RECOMMENDATION:**

Approve the issuance of 1 Regular Operator License for the period of February 25, 2019 to June 30, 2020 to: Sarah Edwards.



SUBMITTED TO: Finance/Common Council

DATE: February 25, 2019

SUBMITTED BY: Karen Duchow, Deputy Clerk

REGARDING: Application for Temporary Beer/Wine

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**ISSUE:**

Applications are on file at the City Clerk's office and are available for inspection upon request. An application has been received from The Hudson Rotary Club for their Taste of Hudson event to be held on May 23, 2019 from 5 p.m. to 10 p.m. at Lakefront Park. The alcohol will be consumed and served in a fenced in area.

**STAFF RECOMMENDATION:**

Approve the issuance of a Temporary Beer/Wine license for the Hudson Rotary Event.



SUBMITTED TO: Finance/Common Council

DATE: February 25, 2019

SUBMITTED BY: Karen Duchow, Deputy Clerk

REGARDING: Application for Temporary Beer/Wine

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**ISSUE:**

Applications are on file at the City Clerk's office and are available for inspection upon request. An application has been received from The Hudson Hockey Association for their Hudson Hockey Sportsman Raffle to be held on March 30, 2019 from 5 pm to midnight in the Drewiske Arena at 1820 Hanley Road.

**STAFF RECOMMENDATION:**

Approve the issuance of a Temporary Beer/Wine license for the Hudson Hockey event.

## COUNCIL/COMMITTEE ISSUES

SUBMITTED TO: Common Council

DATE: 2-19-2019

SUBMITTED BY: Scott St. Martin Fire Chief

REGARDING: Vehicle lease for 2019

ISSUE: We are approved in the 2019 budget to lease a vehicle for 2019 to replace a 2005 Ford. We received two bids for a 36 month term which came in from Hudson Chrysler and from Enterprise.

BUDGET IMPACT: This is part of the 2019 approved budget at a maximum \$440 a month for a leased vehicle. No additional budget impact.

FUNDING SOURCE: 2019 operating budget

RECOMMENDATION: Lease a vehicle through Hudson Chrysler, at \$373/month as it is the best fit for the fire department.



## COUNCIL/COMMITTEE ISSUE SHEET

**SUBMITTED TO:** Finance Committee and Common Council

**DATE:** February 18, 2019

**SUBMITTED BY:** City Administrator Devin Willi

**REGARDING:** Finance Director position

**ISSUE:** Brenda Malinowski has submitted her resignation as Finance Director effective February 28, 2019. Recruitment for a new Finance Director began today, with applications due on March 11, 2019.

**RECOMMENDATION:** Appoint City Administrator Devin Willi as Interim Finance Director/Treasurer effective March 1, 2019, until such time that a new Finance Director/Treasurer begins employment with the City.

Transition Proposal Hudson Rescue Dive Team

2/4/19

Glen Hartman

Dive Team Coordinator

1. Recommendation for transition to Fire or Police or remaining with EMS.
2. Discussion regarding police based reserve program vs. fulltime officers.
3. Discussion regarding rescue divers, recovery system and Swiftwater rescue.
4. Current budget and equipment costs (See attached.) Equipment total \$9,368. Budget recommendation \$5,000. Rescue Boat.
5. Training costs for new divers and training hours. \$425 Public Safety Diver certification. Additional certifications: \$200, Ice Diver, Rescue Diver and Underwater Crime Scene Investigator.
6. Current Dive Team Coordinator's role.
7. Partnerships with surrounding dive teams.
8. Cost/benefit analysis.

Respectfully submitted,

Glen Hartman



**596 Outpost Cir.  
Suite K  
Hudson, Wisconsin 54016  
715.381.5300  
[www.SaintCroixScuba.com](http://www.SaintCroixScuba.com)**

Glen Hartman  
St Croix EMS  
Hudson, WI 54016

February 1, 2019 Quote:

Mr. Hartman,

As per our recent conversation I have assembled a collection of scuba equipment that is commonly used in this region of the United States for Public Safety and Search and Recovery applications. The equipment listed below represents the finest scuba gear companies in the business for your application. I listed prices to completely outfit a single diver. Also, the gear is put into categories to maybe help you see their application.

	<u>EACH</u>
<b><u>Basic Personal Gear:</u></b>	
Silicone Mask w/tempered glass -Assorted sizes for best fit	\$ 80.00
Silicone Dry Valve Snorkel	\$ 35.00
Mares Super Channel Scuba Fins	\$ 120.00
AquaLung 6.5mm Neoprene Zip Boots	\$ 55.00
<b><u>Wet Exposure Protection:</u></b>	
AquaLung 6.5mm Farmer John Two-Piece Wetsuit	\$ 275.00
Tilos 5/3mm Superstretch Neoprene Hood	\$ 35.00
ScubaPro 5mm EverFlex Five Finger Neoprene Glove	\$ 39.00
<b><u>Dry Exposure Protection:</u></b>	
DUI TLS350 Public Safety Drysuit (Small to XXL) Select Series System w/Latex attached G-2 Hood and Liner, Zip Seal System, & Rock Boots	\$2650.00
DUI Heavy Duty Zip Dry Glove w/ Liners & Dams	\$ 249.00
DUI Weight and Trim System	\$ 119.00
Hollis F1 Heavy Duty Fins	\$ 179.00
<b><u>Drysuit Backup:</u></b>	
DUI Latex Zip Wrist Seal (Set)	\$ 90.00

DUI Latex Zip G-2 Neck & Hood Combo	\$ 289.00
DUI Rock Boots (sizes 4-15)	\$ 79.00
<b><u>Scuba Breathing System:</u></b>	
ScubaPro MK17 EVO/G260 Regulator 1 <sup>st</sup> and 2 <sup>nd</sup> Stage	\$ 530.00
ScubaPro KnightHawk BCD (S-XXL)	\$ 645.00
ScubaPro R095 Octopus Regulator Backup	\$ 129.00
AquaLung i300 Triple Console Computer w/Compass	\$ 395.00
<b><u>Full Face Mask System:</u></b>	
Interspiro AGA MKII FFM & Buddy Phone System	\$1590.00
OTS SP-100D2 Buddy Phone 2 Channel Surface Station w/ 35' Transducer Cable & Hand Held Microphone	\$1295.00
<b><u>Needed Accessories:</u></b>	
Lead Weight 35 Lbs. Diver Set	\$ 135.00
Soft Bags : Assorted Sizes as Needed	
Scuba Tank	\$ 145.00
Aluminum 80 w/Pro Valve Air Indicator	
AquaLung small Squeeze Knife w/sheath-Blunt Tip SS	\$ 35.00
Tovatec Variable Beam 3600 Lumen U/W Light - 12 to 100 degree beam Both Rechargeable & Alkaline Capable	\$ 175.00

Generally, many question come up after looking at a list this broad. Let me know and I will be happy to clarify your issues.

Any item your team purchases at St Croix Scuba will be thoroughly checked, assembled, and tested. We service and repair everything we sell.

Thank you for your consideration.

Terry Nooner  
Owner  
St Croix Scuba  
Hudson, Wisconsin

Prices good for 60 days

GFS  
1/29/2019 8:35:44

Exp. Guideline w/Detail III  
FOR THE PERIOD(S) JAN 01, 2014 THROUGH DEC 31, 2014

CITY OF HUDSON  
GLE25R-V08.11 PAGE 1

SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	Revised Bdg	ANNUAL	ENCUMBERED	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT	DESCRIPTION	FILE
630	AMBULANCE									
65	AMBULANCE									
52300	AMBULANCE-ALS DEPARTMENT GRANTS, CONTRIBUTIONS, OTHER									
746	WATER RESCUE EXPENDITURE	0.00	0.00	0.00	0.00	0.00	0.00	0		
748	GRANT-SWIFT WTR RESCUE	3,000.00	0.00	0.00	518.09	518.09	2,481.91	17 -		A
H-022514-178	ST CROIX MARINA	074643 VS51513-171		026045 F N		5.29-	CHK LOST T/B REISSUED			A
H-022514-178	ST CROIX MARINA	074643 VS7513-43		026044 F N		7.47-	CHK LOST T/B REISSUED			A
V-022514-179	ST CROIX MARINA	075372 S51513-171		026045 F N		5.29	BULB FOR BOAT			A
V-022514-179	ST CROIX MARINA	075372 S7513-43		026404 F N		7.47	MILDEW STAIN REMOVER			A
V-022614-186	CARDMEMBER SERVICES	075376 950001210595		026404 F N		24.95	BLACK DIAMOND ICE SCREWS			A
V-022614-186	CARDMEMBER SERVICES	075376 950001210595		026404 F N		187.15	PETZL LASER ICE SCREWS			A
V-040314-519	ST CROIX SCUBA	075774 12220		026716 F N		135.00	NECK SEAL REPAIR-JR			A
V-040314-519	ST CROIX SCUBA	075774 12220		026716 F N		25.00	SHIPPING FOR NECK SEAL			A
V-040314-519	ST CROIX SCUBA	075774 12220		026716 F N		35.00	ICE DIVE CARD-JR			A
V-050114-645	ST CROIX SCUBA	076009 51900		027378 F N		20.99	HITCH & BAIL FOR BOAT			A
V-071514-173	ST CROIX SCUBA	076942 12553		027944 F N		90.00	PARTS/ANNUAL REG SVC-JR			A
C-123114-145	YEAR END CLOSING	3,000.00	0.00	518.09	518.09	2,481.91	GRANT-SWIFT WTR RESCUE	17 -		A
TOTAL: GRANTS, CONTRIBUTIONS, OTHER		3,000.00	0.00	518.09	518.09	2,481.91		17 -		
TOTAL: AMBULANCE-ALS DEPARTMENT		3,000.00	0.00	518.09	518.09	2,481.91		17 -		
TOTAL: AMBULANCE		3,000.00	0.00	518.09	518.09	2,481.91		17 -		



GFS  
1/29/2019 8:33:17

Exp. Guideline W/Detail II  
FOR THE PERIOD(S) JAN 01, 2016 THROUGH DEC 31, 2016

CITY OF HUDSON  
GL525R-V08.11 PAGE 1

SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	REF/REC/CHK	INVOICE	P.O. F 9	AMOUNT	REMAINING BALANCE	PCT	DESCRIPTION	FIL
630	AMBULANCE								
65	AMBULANCE								
52300	AMBULANCE-ALS DEPARTMENT GRANTS, CONTRIBUTIONS, OTHER								
746	WATER RESCUE EXPENDITURE	4,000.00	0.00	0.00	0.00	4,000.00	0		
748	GRANT-SWIFT WTR RESCUE	0.00	0.00		175.00	175.00-9999			
V-040116-519	ST CROIX SCUBA	083902 15072		034114 F N	75.00	REGULATOR SERVICE-JA			A
V-040116-519	ST CROIX SCUBA	083902 15072		034114 F N	50.00	REPL DRY SUIT HOSE - JA			A
V-101716-771	ST CROIX SCUBA	086375 15629		035139 F N	50.00	DRY SUIT HOSE			A
C-123116-363	YEAR END CLOSING				175.00-	GRANT-SWIFT WTR RESCUE	4		A
TOTAL: GRANTS, CONTRIBUTIONS, OTHER		4,000.00	0.00		175.00	3,825.00	4		
TOTAL: AMBULANCE-ALS DEPARTMENT		4,000.00	0.00		175.00	3,825.00	4		
TOTAL: AMBULANCE		4,000.00	0.00		175.00	3,825.00	4		
TOTAL: AMBULANCE		4,000.00	0.00		175.00	3,825.00	4		

GFS  
1/29/2019 8:32:58

Exp. Guideline W/Detail Yr  
FOR THE PERIOD(S) JAN 01, 2017 THROUGH DEC 31, 2017

CITY OF HUDSON  
GL525R-V08.11 PAGE 1

SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	Revised Bdg	ANNUAL	ENCUMBERED	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT	DESCRIPTION	FILE
630	AMBULANCE									
65	AMBULANCE									
52300	AMBULANCE-ALS DEPARTMENT GRANTS, CONTRIBUTIONS, OTHER									
746	WATER RESCUE EXPENDITURE	4,000.00		0.00	0.00	0.00	4,000.00	0		
748	GRANT-SWIFT WTR RESCUE	0.00		0.00	0.00	0.00	0.00	0		
TOTAL:	GRANTS, CONTRIBUTIONS, OTHER	4,000.00		0.00	0.00	0.00	4,000.00	0		
TOTAL:	AMBULANCE-ALS DEPARTMENT	4,000.00		0.00	0.00	0.00	4,000.00	0		
TOTAL:	AMBULANCE	4,000.00		0.00	0.00	0.00	4,000.00	0		
TOTAL:	AMBULANCE	4,000.00		0.00	0.00	0.00	4,000.00	0		



GFS  
1/29/2019 8:32:35

FOR THE PERIOD(S) Exp. Guideline with Detail  
JAN 01, 2018 THROUGH DEC 31, 2018

CITY OF HUDSON  
GL525R-V08.11 PAGE 1

SOURCE-JE-ID	VENDOR/CUSTOMER/EXPLANATION	REF/REC/CHK	INVOICE	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT	DESCRIPTION	FILE
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630 AMBULANCE

65 AMBULANCE  
52300 AMBULANCE-ALS DEPARTMENT  
GRANTS, CONTRIBUTIONS, OTHER

746	WATER RESCUE EXPENDITURE	4,605.00	0.00	5,045.98	6,455.93	1,850.93-140			
V-051418-257	ST CROIX SCUBA	092514 18117		F N	271.95	MASK, COMPASS, REG-JC	A		
V-051418-257	ST CROIX SCUBA	092514 18121		F N	190.00	REG & BC SVC, PR GA-PD	A		
V-053018-354	ST CROIX SCUBA	092620 18136		F N	83.00	REGULATOR SVC-ZS	A		
V-072718-816	ST CROIX SCUBA	093423 18461		F N	110.00	TANK HYDROS	A		
V-082718-042	ST CROIX SCUBA	093737 18614		F N	150.00	REGULATOR REBUIDS	A		
V-082718-042	ST CROIX SCUBA	093737 18627		F N	275.00	PRESSURE TEST TANKS	A		
V-101218-473	ST CROIX SCUBA	094280 18692		F N	165.00	PRESSURE TEST TANKS	A		
V-122118-922	ST CROIX SCUBA	095018 18860		F N	310.00	HYDRO TEST TANKS	A		
V-122118-922	ZAC SPATES	095030 3186094		N	132.00	RPL NECK SEAL & HOOD	A		
B-123118-067	DIVE RESCUE INTERNATIONAL	4,605.00	DIVE TEAM EQUIPMENT		INSURANCE CLAIM	DIVE MASTER RENEWAL	A		
V-123118-124	DIVE RESCUE INTERNATIONAL	095220 177991		F N	3,425.28	AQUA LUNG OSPREY DRYSUIT	A		
V-123118-124	DIVE RESCUE INTERNATIONAL	095220 177991		F N	132.00	NRS HAVOC HELMETS	A		
V-123118-124	DIVE RESCUE INTERNATIONAL	095220 177991		F N	330.00	APECKS RK3 FINS	A		
V-123118-124	DIVE RESCUE INTERNATIONAL	095220 177991		F N	270.00	LARGE EQUIPMENT BAGS	A		
V-123118-124	DIVE RESCUE INTERNATIONAL	095220 177991		F N	150.00	MANTA BOOTS	A		
V-123118-124	DIVE RESCUE INTERNATIONAL	095220 177991		F N	126.00	NRS UTILITY GLOVES	A		
V-123118-124	DIVE RESCUE INTERNATIONAL	095220 177991		F N	20.70	SAFETY WHISTLES	A		
V-123118-124	DIVE RESCUE INTERNATIONAL	095220 177991		F N	150.00	NRS PILOT KNIVES	A		

748	GRANT-SWIFT WTR RESCUE	1,500.00	0.00	0.00	0.00	1,500.00	0		
TOTAL: GRANTS, CONTRIBUTIONS, OTHER		6,105.00	0.00	5,045.98	6,455.93	350.93-105			
TOTAL: AMBULANCE-ALS DEPARTMENT		6,105.00	0.00	5,045.98	6,455.93	350.93-105			
TOTAL: AMBULANCE		6,105.00	0.00	5,045.98	6,455.93	350.93-105			
TOTAL: AMBULANCE		6,105.00	0.00	5,045.98	6,455.93	350.93-105			